

MINUTES
EMERALD FOREST UTILITY DISTRICT

June 12, 2023

The Board of Directors (the “Board”) of Emerald Forest Utility District (the “District”) met in regular session, open to the public, on the 12th day of June, 2023, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Bobby G. Dillard	President
Robert M. Kimball	Vice President
William B. Schmidt	Secretary
Donald F. Brooks	Asst. Vice President
DeWayne High	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also present at the meeting either in person or via teleconference were Taylor Mitcham, Andy Wilder, and Alex Bez of Creation Equity; Caleb Parsons of LGE Design Build; Ibrahim Swaydan of Langan Engineering and Environmental Services, Inc.; Angie Hartwell of Touchstone District Services (“Touchstone”); Stephanie Viator of District Data Services, Inc.; Robel E. Giackero of Baxter & Woodman, Inc. (“B&W”); David Rowe and Lonnie Lee of Regional Water Corporation (“RWC”); Patty Rodriguez of Bob Leared Interests; and Katie Sherborne and Kathryn Easey of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENTS

Mr. Mitcham inquired about the status of the projects to extend utilities to the Creation Equity development, including the lift station no. 5 and FM 1960 water and sanitary extension projects. Mr. Giackero updated the Board on the status of the construction of the projects. Discussion ensued regarding the process for connecting to the District’s facilities once construction of the lift station no. 5 and FM 1960 water and sanitary extension projects are complete.

APPROVE MINUTES

The Board considered approving the minutes of the May 8, 2023, regular meeting and the May 15, 2023, and May 23, 2023, special meetings. Director Schmidt noted a correction to the May 15th and May 23rd minutes. After review and discussion, Director Schmidt moved to approve the minutes of the May 8, 2023, regular meeting and the May 15, 2023, and May 23, 2023, special meetings, as amended. Director High seconded the motion, which passed unanimously.

WEBSITE AND COMMUNICATION MATTERS

Ms. Hartwell reviewed the website and communication report, a copy of which is attached. Ms. Hartwell recommended posting a hurricane preparedness article and irrigation checklist to the website. Discussion ensued regarding communications with residents in Woodedge Village regarding the new garbage collection provider and garbage pickup schedule.

The Board requested that Touchstone provide an evaluation of its proposal and processes related to the May 6, 2023, Operation and Maintenance Tax Election for the Board's review at the next meeting.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Rodriguez presented the monthly tax report, a copy of which is attached. She stated that 98.3% of the District's 2022 taxes were collected as of May 31, 2023. Ms. Rodriguez then reviewed the District's delinquent tax roll. She reported that the District's 2023 preliminary assessed value is approximately \$690 million.

The Board reviewed the delinquent tax report provided by Perdue, Brandon, Fielder, Collins & Mott, LLP, a copy of which is attached.

After review and discussion, Director Brooks moved to approve the tax report and payment of the tax bills. Director Schmidt seconded the motion, which passed unanimously.

AUTHORIZE DELINQUENT TAX ATTORNEY TO PROCEED WITH COLLECTION OF DELINQUENT TAXES

The Board considered authorizing the District's delinquent tax attorney to proceed with the collection of the 2022 delinquent tax accounts as of July 1, 2023. After review and discussion, Director Brooks moved to authorize the delinquent tax attorney to proceed with collection of the 2022 delinquent taxes. Director Schmidt seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Viator reviewed the bookkeeper's report, including the District's investments and the budget comparison, and submitted the bills for payment. A copy of the bookkeeper's report is attached.

Ms. Viator confirmed that the payment in lieu of taxes from the Oak Grove Apartments was received and noted that they will receive a refund in the amount of \$6,600.00 for a reduction in value. Discussion ensued.

After review and discussion, Director Schmidt moved to approve the bookkeeper's report, the District's investments, and payment of the bills. Director High seconded the motion, which passed unanimously.

OPERATION OF DISTRICT FACILITIES

Mr. Lee presented the operations report from RWC, a copy of which is attached. He reported on routine maintenance and repair items in the District. He stated that water accountability for the prior billing cycle was 84.9%. He noted the actual reading for a pH minimum excursion at the wastewater treatment plant will need to be verified.

Mr. Lee reviewed a request from account no. 1-30-04450-02 requesting a payment plan for a high water and sewer bill in April, 2023.

Mr. Lee reviewed a request from account no. 1-30-04690-01 requesting a payment plan for a high water and sewer bill in April, 2023.

After review and discussion, Director Schmidt moved to (1) approve the operator's report; (2) authorize a six-month payment plan for account no. 1-30-04450-02, plus the current month's bill as it becomes due; and (3) authorize a three-month payment plan for account no. 1-30-04690-01, plus the current month's bill as it becomes due. Director High seconded the motion, which passed unanimously.

HEARING REGARDING TERMINATION OF WATER AND SEWER SERVICE

The Board conducted a hearing on the termination of water and sewer service to delinquent accounts. Mr. Lee stated that the residents on the list were delinquent in payment of their water and sewer bills and had been given written notification prior to the meeting of the opportunity to appear before the Board to explain, contest, or correct the utility service bills and to show reason for nonpayment, all in accordance with the District's Rate Order. After discussion, Director Schmidt moved that, because the customers on the list were neither present at the meeting nor had presented any written statement on the matter, water and sewer service for accounts totaling \$10 or more would be terminated the following week in accordance with the District's Rate Order, except (i) accounts in compliance with payment agreements, and (ii) commercial accounts, which are to be contacted first by RWC and then terminated the following Monday if payment has not been received. Director High seconded the motion, which passed unanimously.

AMEND DISTRICT RATE ORDER

The Board reviewed a proposed Amended Rate Order to (1) increase the sewer charge to residents within Woodedge Village in connection with the District's commencement of garbage service to that subdivision; and (2) increase the water meter charge to cost plus ten percent. Ms. Sherborne noted that the Amended Rate Order would be effective as of June 1, 2023.

After review and discussion, Director Kimball moved to adopt the Amended Rate Order, subject to final review, and direct that it be filed appropriately and retained in the District's official records. Director High seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Giackero reviewed the engineer's report, a copy of which is attached.

SURFACE WATER, CHLORAMINE CONVERSION, AND BLEACH DISINFECTION CONVERSION

Mr. Giackero stated there was no update on the status of the North Harris County Regional Water Authority's construction at Water Plant No. 3.

FM 1960 LIFT STATION NO. 5

Mr. Giackero updated the Board on the status of the FM 1960 lift station no. 5 project, as reflected in his report. He stated the lift station start-up is tentatively scheduled for June 20, 2023, provided that CenterPoint Energy has set the electric meter. He did not have any Pay Estimates or Change Orders from Persons Services Corporation for the Board's approval.

FM 1960 WATER AND SANITARY SEWER EXTENSION

Mr. Giackero updated the Board on the status of the FM 1960 water and sanitary sewer extension project, as reflected in his report. He did not have any Pay Estimates or Change Orders from D.L. Elliott Enterprises, Inc. for the Board's approval.

CYPRESS NORTH HOUSTON ROAD (LOUEDD ROAD) WIDENING

Mr. Giackero stated that B&W provided the utility plans for Cypress North Houston Road to Kuo & Associates on May 30, 2023.

WOODEDGE VILLAGE SANITARY SEWER REHABILITATION

Mr. Giackero updated the Board on the status of the Woodedge Village sanitary sewer and manhole rehabilitation project, as reflected in his report. He stated a final review of the project is scheduled for Wednesday, June 14, 2023. He did not have any Pay Estimates or Change Orders from T. Gray Utility & Rehab Co., LLC for the Board's approval.

FEASIBILITY STUDIES, PLAN REVIEWS, AND UTILITY AVAILABILITY REQUESTS

Mr. Giackero updated the Board on the status of the pending plan reviews, service requests, and feasibility studies, as reflected in his report.

Mr. Giackero presented the draft feasibility study report for the proposed multi-family development located at 10514 Woodedge Drive, a copy of which is attached. He stated that approximately 2.4157 acres of the tract is located outside the boundaries of the District with the remaining 0.0658 acres located inside the District boundaries. He estimated that the usage for the development is 32,400 gallons per day for water and 22,500 gallons per day for wastewater. Mr. Giackero noted that the District does have sufficient water and wastewater capacity to serve the proposed development. He reported that the District has an existing 12-inch water line on the north side of Woodedge Drive and a 10-inch sanitary sewer line on the south side of Woodedge Drive, both of which extend across the width of the tract. Discussion ensued regarding the proposed private underground detention system to serve the tract. The Board took no action on this item.

Mr. Giackero stated that B&W completed review of the revised plans for the proposed build-out of a Sleepy's Po-Boy located at 10922 Cypress Creek Parkway, Suite A and issued a letter of no-objection, a copy of which is attached to the engineer's report.

Mr. Giackero stated that B&W completed review of the remaining build-out plans for the Nexus Park, Building Nos. 1 and 3 tenant improvements and issued plan review letters, copies of which are attached to the engineer's report. Mr. Giackero stated B&W has not received revised plans.

CYPRESS GLEN SANITARY SEWER REPAIR PROJECT

Mr. Giackero updated the Board on the status of the sanitary sewer and manhole rehabilitation project for Cypress Glen, as reflected in his report. He stated plans have been submitted for agency review.

UPDATES TO EMERGENCY PREPAREDNESS PLAN ("EPP") AND EMERGENCY RESPONSE PLAN ("ERP")

Mr. Giackero stated that B&W is working on updates to the District's EPP and ERP to reflect the changes in chemical treatment at the water plants.

DEEDS, EASEMENTS, AND/OR CONSENTS TO ENCROACHMENT

There was no discussion on this agenda item.

OTHER ENGINEERING MATTERS

Mr. Giackero reported the wastewater treatment plant permit was renewed and issued on May 26, 2023, and that there were no changes in the permit limits.

Mr. Giackero reported that the District's engineer and operator met on May 23, 2023 to discuss the tour of the District's facilities, in preparation for rehabilitation planning and prioritization of the District's facilities.

Mr. Giackero reported that B&W provided the updated estimated replacement values for the District's facilities to the District's insurance agent on May 25, 2023, for preparation of the 2023 insurance renewal proposal.

PETITION FOR ADDITION OF CERTAIN LAND AND PETITION FOR CITY CONSENT TO ANNEX LAND

ACCEPT PETITION FOR ADDITION OF CERTAIN LAND

Ms. Sherborne reviewed a Petition for Addition of Certain Land submitted by 7C Jones, LLC. After review and discussion, Director Schmidt moved to accept the Petition for Addition of Certain Land and direct that the Petition be filed appropriately and retained in the District's official records. Director Dillard seconded the motion, which passed unanimously.

AUTHORIZE EXECUTION AND FILING OF PETITION FOR CONSENT TO ANNEX LAND

Ms. Sherborne reviewed a Petition for Consent to Annex Land submitted by 7C Jones, LLC. After review and discussion, Director Schmidt moved to authorize execution and filing of the Petition for Consent to Annex Land and direct that the Petition be filed appropriately and retained in the District's official records. Director Dillard seconded the motion, which passed unanimously.

ACCEPT WAIVER OF SPECIAL APPRAISAL

There was no discussion on this agenda item.

APPROVE THIRD ADDENDUM TO WATER SUPPLY AND WASTE DISPOSAL CONTRACT WITH CY-FAIR ISD

There was no discussion on this agenda item.

ATTORNEY'S REPORT

There was no discussion on this agenda item.

TEXAS PUBLIC INFORMATION ACT REQUESTS

There was no discussion on this agenda item.

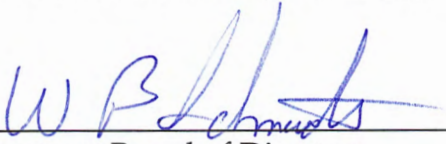
CONVENE IN EXECUTIVE SESSION TO CONSULT WITH ATTORNEY, PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE

The Board did not convene in Executive Session.

There being no further matters to come before the Board, the meeting was adjourned.

(SEAL)




Secretary, Board of Directors

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Emerald Forest Utility District Energy Consumption Report

ESI ID	Address	Period	kWHh Usage	Amount
1008901023803742800100	11655 Woodedge Park Dr	7/29/22-8/29/22	72,000	\$5,613.88
1008901011184727150100	9811 Greencreek Dr	7/29/22-8/29/22	2,240	\$334.99
1008901011184759990100	11721 Perry Rd	7/29/22-8/29/22	768	\$75.25
1008901011184761295100	11435 Perry Rd	7/29/22-8/29/22	106	\$12.19
1008901011184763838100	11520 Turtle Lake Dr	7/29/22-8/29/22	76,320	\$4,930.93
1008901023809174020100	10610 Knoll Bend Ln	7/29/22-8/29/22	812	\$161.70
1008901023815153510104	9423 1/2 Mills Rd	7/29/22-8/29/22	1,494	\$215.89
Total At October 10, 2022 Meeting				\$11,344.83
1008901023803742800100	11655 Woodedge Park Dr	8/29/22-9/28/22	60,480	\$5,361.65
1008901011184727150100	9811 Greencreek Dr	8/29/22-9/28/22	1,920	\$283.14
1008901011184759990100	11721 Perry Rd	8/29/22-9/28/22	1,344	\$121.09
1008901011184761295100	11435 Perry Rd	8/29/22-9/28/22	601	\$156.22
1008901011184763838100	11520 Turtle Lake Dr	8/29/22-9/28/22	74,720	5008.41
1008901023809174020100	10610 Knoll Bend Ln	8/29/22-9/28/22	122	\$13.71
1008901023815153510104	9423 1/2 Mills Rd	8/29/22-9/28/22	1,898	\$436.06
Total At November 14, 2022 Meeting				\$11,380.28
1008901023803742800100	11655 Woodedge Park Dr	9/28/22-10/27/22	66,720	\$5,675.85
1008901011184727150100	9811 Greencreek Dr	9/28/22-10/27/22	1,920	\$202.25
1008901011184759990100	11721 Perry Rd	9/28/22-10/27/22	1,152	\$2,261.13
1008901011184761295100	11435 Perry Rd	9/28/22-10/27/22	104	\$12.48
1008901011184763838100	11520 Turtle Lake Dr	9/28/22-10/27/22	71,680	4796.04
1008901023809174020100	10610 Knoll Bend Ln	9/28/22-10/27/22	547	\$94.29
1008901023815153510104	9423 1/2 Mills Rd	9/28/22-10/27/22	3,175	\$416.25
Total At December 12, 2022 Meeting				\$13,458.29

Emerald Forest Utility District Energy Consumption Report

ESI ID	Address	Period	kWHh Usage	Amount
1008901023803742800100	11655 Woodedge Park Dr	10/27/22-11/29/22	66,720	\$5,648.52
1008901011184727150100	9811 Greencreek Dr	10/27/22-11/29/22	1,920	\$297.30
1008901011184759990100	11721 Perry Rd	10/27/22-11/29/22	1,152	\$2,576.92
1008901011184761295100	11435 Perry Rd	10/27/22-11/29/22	104	\$13.17
1008901011184763838100	11520 Turtle Lake Dr	10/27/22-11/29/22	71680	5527.6
1008901023809174020100	10610 Knoll Bend Ln	10/27/22-11/29/22	547	\$91.95
1008901023815153510104	9423 1/2 Mills Rd	10/27/22-11/29/22	3,175	\$154.96
Total At January 09, 2023 Meeting				\$14,310.42
1008901023803742800100	11655 Woodedge Park Dr	11/29/22-12/30/22	24,480	\$3,710.03
1008901011184727150100	9811 Greencreek Dr	11/29/22-12/30/22	2,240	\$298.83
1008901011184759990100	11721 Perry Rd	11/29/22-12/30/22	2,496	\$208.72
1008901011184761295100	11435 Perry Rd	11/29/22-12/30/22	87	\$11.10
1008901011184763838100	11520 Turtle Lake Dr	11/29/22-12/30/22	79520	5227.61
1008901023809174020100	10610 Knoll Bend Ln	11/29/22-12/30/22	645	\$160.23
1008901023815153510104	9423 1/2 Mills Rd	11/29/22-12/30/22	1,621	\$359.57
Total At February 13, 2023 Meeting				\$9,976.09
1008901023803742800100	11655 Woodedge Park Dr	11/29/22-12/30/22	9,639	\$3,372.98
1008901011184727150100	9811 Greencreek Dr	11/29/22-12/30/22	3,446	\$389.61
1008901011184759990100	11721 Perry Rd	11/29/22-12/30/22	15,864	\$524.61
1008901011184761295100	11435 Perry Rd	11/29/22-12/30/22	16,689	\$14.59
1008901011184763838100	11520 Turtle Lake Dr	11/29/22-12/30/22	63,166	\$5,912.35
1008901023809174020100	10610 Knoll Bend Ln	11/29/22-12/30/22	35,232	\$126.55
1008901023815153510104	9423 1/2 Mills Rd	11/29/22-12/30/22	90,818	\$424.84
Total At March 13, 2023 Meeting				\$10,765.53

kWHh

Emerald Forest Utility District Energy Consumption Report

ESI ID	Address	Period	Usage	Amount
1008901023803742800100	11655 Woodedge Park Dr			
1008901011184727150100	9811 Greencreek Dr	02/01/23-03/02/23	2,000	\$212.61
1008901011184759990100	11721 Perry Rd	02/01/23-03/02/23	3,840	\$2,505.55
1008901011184761295100	11435 Perry Rd	02/01/23-03/02/23	120	\$13.21
1008901011184763838100	11520 Turtle Lake Dr	02/01/23-03/02/23	82,080	\$5,206.38
1008901023803742800100	11655 Woodedge Park Dr	02/01/23-03/02/23	15,840	\$2,855.40
1008901023809174020100	10610 Knoll Bend Ln	02/01/23-03/02/23	554	\$59.28
1008901023815153510104	9423 1/2 Mills Rd	02/01/23-03/02/23	1,244	\$123.36
Total At April 10 , 2023 Meeting				\$10,975.79
1008901023803742800100	11655 Woodedge Park Dr	03/02/23-03/31/23		
1008901011184727150100	9811 Greencreek Dr	03/02/23-03/31/23	1,920	\$201.32
1008901011184759990100	11721 Perry Rd	03/02/23-03/31/23	2,304	\$2,435.93
1008901011184761295100	11435 Perry Rd	03/02/23-03/31/23	97	\$11.57
1008901011184763838100	11520 Turtle Lake Dr	03/02/23-03/31/23	77,600	\$4,897.85
1008901023803742800100	11655 Woodedge Park Dr	03/02/23-03/31/23	14,880	\$3,083.96
1008901023809174020100	10610 Knoll Bend Ln	03/02/23-03/31/23	542	\$58.68
1008901023815153510104	9423 1/2 Mills Rd	03/02/23-03/31/23	1,162	\$119.18
Total At May 8 , 2023 Meeting				\$10,808.49
1008901023803742800100	11655 Woodedge Park Dr	03/31/23-04/27/23		
1008901011184727150100	9811 Greencreek Dr	03/31/23-04/27/23	1,840	\$291.11
1008901011184759990100	11721 Perry Rd	03/31/23-04/27/23	1,536	\$2,166.54
1008901011184761295100	11435 Perry Rd	03/31/23-04/27/23	97	\$11.06
1008901011184763838100	11520 Turtle Lake Dr	03/31/23-04/27/23	75,040	\$4,901.56
1008901023803742800100	11655 Woodedge Park Dr	03/31/23-04/27/23	13,920	\$2,791.25
1008901023809174020100	10610 Knoll Bend Ln	03/31/23-04/27/23	531	\$134.84
1008901023815153510104	9423 1/2 Mills Rd	03/31/23-04/27/23	1,140	\$266.77
Total At June 12 , 2023 Meeting				\$10,563.13